

List of Documents required for Sole-Proprietor WEBOC

1. Sole Proprietor Original CNIC. (Original)
2. Nadra varification . (Original)
3. Original National Income Tax Certificate. (Original)
4. Original Salex Tax Registration Certificate (Original)
5. Valid Business (Office) Documents premises Ownership/ Rent aggrement with photocopies of the owner CNIC (Original)
6. Valid Chamber Of Commerce certificate, (Original)
7. Active Tax payer Tax (Original)
8. Active Tax Payer S. Tax (Original)
9. ATL / Online NTN Verification / Income Tax ATL (Original)
10. Business (Office) premises electric Bill (Original)
11. Business (Office) premises PTCL Bill (Original)
12. Undertaking as Per Format (given below) on Stamp Paper Rs: 100 (Original)
13. Bank statement of the firm for last six months (Original)
14. Bank certificate of the Firm account. (Original)
15. Cash deposit Rs: 500/- Bank receipt (Original)
16. Personel Apperance of the Sole Proprietor with visiting card.
17. Request for issuance of WEBOC ID on letter Head (Original)
18. [WEBOC EXTERNAL USER REGISTRATION FORM](#)

List of Documents required for AOP-FIRM WEBOC

1. Partners Original CNIC. (Original)
2. Nadira varification of partners CNICS. (Original)
3. Original National Income Tax Certificate. (Original)
4. Original Salex Tax Registration Certificate (Original)
5. Original Partnership deed (Original)
6. Valid Business (Office) Documents premises Ownership/ Rent Agreement with photo copies of the owner CNIC (Original)
7. Valid Chamber Of Commerce certificate, (Original)
8. Active Tax payer Tax (Original)

9. Active Tax Payer S. Tax (Original)
10. ATL / Online NTN Verification / Income Tax ATL (Original)
11. Undertaking as Per Formate on Stamp Paper Rs: 100 (Original)
12. Bank statement of the firm for last six months (Original)
13. Bank certificate of the Firm account. (Original)
14. Cash deposit Rs: 500/- Bank receipt (Original)
15. Personal Appearance of the Partner with visiting card.
16. Request letter on Letter Head for Weboc ID (Original)
17. Authority letter from the other partners on Stamp Paper Rs:100 (Original)
18. **WEBOC EXTERNAL USER REGISTRATION FORM**

List of Documents required for Private LTD WEBOC

- Directors Original CNIC. (Original)
- Nadira verification of Directors CNICS. (Original)
- Original National Income Tax Certificate. (Original)
- Original Sales Tax Registration Certificate (Original)
- Original Incorporation certificate (Original)
- Original Memorandum of Articles (Original)
- Form 21, Form 29, Form A
- Valid Business (Office) premises Documents Ownership/ Rent agreement with photo copies of the owner CNIC (Original)
- Active Tax payer Tax (Original)
- Active Tax payer Tax (Original)
- ATL/ Online NTN Verification / Income Tax ATL (Original)
- Valid Chamber Of Commerce certificate, (Original)
- Business (Office) premises electric Bill (Original)
- Business (Office) premises PTCL Bill (Original)
- Undertaking as per formate on Stamp Paper Rs: 100 (Original)
- Bank statement of the firm for last six months (Original)
- Bank certificate of the Firm account. (Original)

- Cash deposit Rs: 500/- Bank receipt (Original)
- Personal Appearance of the Partner with visiting card.
- Original Board Resolution for Weboc ID (Original)
- Authority letter from the other partners on Stamp Paper Rs:100 (Original)
- [WEBOC EXTERNAL USER REGISTRATION FORM](#)